

Hauraki Primary School Policy Document

English As A Second Language – ESOL

Rationale:

Hauraki acknowledges and values cultural diversity and is committed to meeting these requirements with the inclusion of community engagement in line with New Zealand curriculum.

Purposes:

- To provide programmes and teaching at all levels of entry.
- To provide opportunities for ESOL pupils to express themselves and participate in all school activities and be accepted by peers in all situations.

Guidelines:

- 1) Enrolment of ESOL students, both resident and non-resident students, is the responsibility of the Principal.
- 2) Class sizes, composition and presence of other ESOL students are taken into account when deciding on placement of a student.
- 3) No specific level of English proficiency applies.
- 4) Every effort is made to orientate students and create an inclusive environment for them to help manage their transition into a New Zealand setting. Procedures for this are set out in Appendix 1.
- 5) Small group teaching for ESOL students will feature as part of the school programme depending on the availability of resources.
- 6) ESOL families are encouraged to take part in school and community activities and interact with other families.
- 7) Reporting to parents is ongoing and if necessary occurs through an interpreter.
- 8) Opportunity for ESOL staff development is provided as deemed necessary.
- 9) The enrolment of non-resident International students (see separate policy, Nag 6) must comply with the Code of Practice.

Signed: _____

B.J. CLARK

Date: 20 MAR 2017

Chairperson Board of Trustees

Review Date: 20 MAR 2020

Appendix 1

Procedures.

- On enrolment school routines are explained, expectations outlined and questions answered. Background information on the student is collected at this time.
- Students and parents are normally taken on a tour of the school and provided with a prospectus.
- If possible the prospective parents and students are introduced to the class teacher and/or ESOL teacher.
- Enrolled students are placed in a mainstream class normally with the year level which most closely correlates with their chronological age.
- A buddy is normally appointed to assist with orientation.
- Diagnostic testing usually occurs within the first two or three weeks of school by the ESOL teacher and ongoing record keeping takes place.
- Those students who fulfil the Ministry of Education criteria are withdrawn from their class on a regular basis for instruction in small groups by the ESOL teacher.
- The ESOL teacher works in partnership with classroom teachers when planning programmes.
- Reporting to parents takes place formally and informally.